

ADMINISTRATION COMMITTEE

AGENDA

NOVEMBER 7, 2002

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1.0 **CALL TO ORDER**

- 2.0 **PUBLIC COMMENT PERIOD** -- Members of the public desiring to speak on an agenda item, or agenda items not on the agenda, but within the purview of this committee, must notify the Secretary and fill out a speaker's card prior to speaking. A speaker's card must be turned in before for the meeting is called to order. Comments will be limited to three minutes. The Chair may limit the total time for comments to twenty (20) minutes.

3.0 **CONSENT CALENDAR**

3.1 **Approval Items**

- 3.1.1 Approval of October 3, 2002 Minutes 96
Attachment

- 3.1.2 Subregional Contracts 13
RC Attachment

- D B Consulting

- 3.1.3 CALCOG 2003 Action Plan 15
RC Attachment

Each year CALCOG adopts an action plan to guide its policy and advocacy efforts. Prior to adoption a draft version of the plan is circulated to all CALCOG members for review and comment.

- 3.1.4 Budget Request for AMPO **RC Attachment** 31

Recommended Action: Authorize a General Fund Expenditure of \$3191.76 for Fiscal Year 2002-2003.

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<u>Consent Calendar Items – Cont'd</u>		
3.2	<u>Receive & File</u>	
3.2.1	<u>SCAG Legislative Matrix 2001-2002 Session RC Attachment</u>	33
3.2.2	<u>Contracts/Purchase Orders \$5,000 - \$25,000 (Info Only) RC Attachment</u>	40
	<u>Purchase Orders</u>	
	<ul style="list-style-type: none">• Aquent• Boise Cascade Office Products• Hyatt Newporter• Pace Lithography• UCLA Extension Public Policy	
3.2.3	<u>Conflict of Interest Listing (Info Only) RC Attachment</u>	44
4.0	<u>ACTION ITEMS</u>	
4.1	<u>Administration Committee Report</u>	Supervisor Jon Mikels, Chair
4.1.1	<u>Proposed 2002-2003 Communication Strategy</u>	46
	Recommended Action: Approve Communications Task Force recommendation	
4.1.2	<u>Approval of Contract</u>	57
	Recommended Action: Authorize execution of contract with LA County Community and Sr. Services Department for implementation of Transportation Information Project.	

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- 4.1.3 Identification of Local Recipients of
the FTA Section 5307 Funds
RC Attachment

59

Recommended Action: Approve
designation.

4.2 Action Item

- 2003-2004 Overall Work Program Priorities
Attachment

102

Recommended Action: Review last year's
priorities and make adjustments if necessary

5.0 INFORMATION ITEMS

- 5.1 Monthly Financial Report
Attachment

**Bert Becker
Chief Financial
Officer (CFO)**

85

The CFO provides a report, which reflects
Financial status and cash flow, General Fund
Expenditure status and, on a quarterly basis
a report on membership dues.

- 5.2 Discussion of FY 2002-03 Budget Amendment

**Bert Becker
Chief, Financial
Officer (CFO)**

6.0 COMMENT PERIOD

**Any Regional Council member or staff desiring to comment
on items not covered on the agenda may do so at this time.
Comments should be limited to three minutes.**

7.0 ADJOURNMENT

The next meeting is scheduled for Thursday, December 5, 2002,

ADMINISTRATION COMMITTEE

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City of Ontario Convention Center.

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